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## **HPMS Version 6.0 Instructions Loading the Software and Importing Data**

We have tested Version 6.0 under Windows 98, Windows NT 4.0, Windows 2000 Professional and Windows XP Home Edition and Windows XP Professional.

### **Loading Instructions HPMS Submittal Software Version 6.0**

#### **Requirements**

- **Do not** remove HPMS Version 5.5 from your computer.
- You **must have** Internet Explorer 6.0 or higher installed on your computer.
- For Windows 98 you need Windows 98 2<sup>nd</sup> Edition. For NT 4.0 you need Service Pack 6A on your computer. For Windows 2000 you need Service Pack 3 on your computer. For Windows XP you need Service Pack 1.

#### **Steps**

1. Close all other programs running prior to beginning the loading process.
2. Verify that you have Administrator rights to the computer.
3. Set up a folder to save the install for V6.0 when you download the procedure from the web site.
4. Download InstallHpms6.exe from web site:  
<http://apps.fhwa.dot.gov/hpms> save the file in the folder that you set up.
5. Run InstallHpms6.exe and follow the instructions on the screens.
6. After installing HPMS and logging in with the default username and password, you must create a new username with Full Access and delete the default username. Refer to the Setting User ID/Security

Levels section in the user documentation for instructions on adding and deleting user accounts.

### **Clean Copy of the HPMS Access Table:**

A clean copy of the HPMS6 table has been placed in the Hpms6 folder when the software was installed. The clean table, HpmsClean.mdb, is in the Data folder. The clean HPMS table should be kept in case the table that is being used for your data becomes corrupted and cannot be repaired.

### **Importing the HPMS data into Submittal Software Version 6.0**

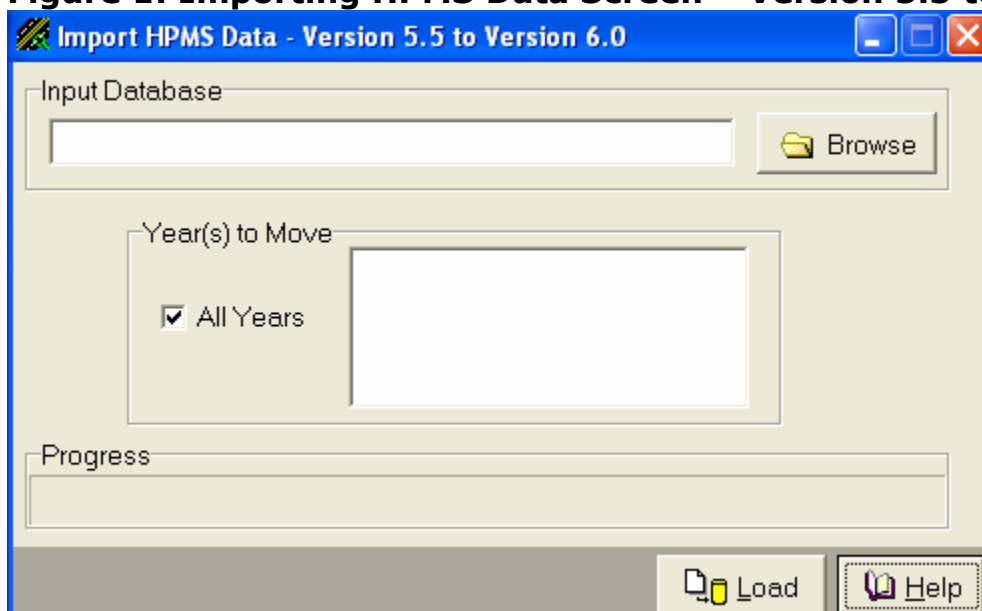
The historical HPMS data can be transferred from Version 5.5 to Version 6.0 one year at a time or for all years at the same time.

Maintenance should be done on the Access table in Version 5.5 prior to importing the data into Version 6.0. There are two steps to maintaining the Access table – Repair and Compact. The Repair should be done first, then the compact. The instructions to Repair and Compact the table (Hpms5.5.mdb) are found in the User's Guide Version 5.5 starting on page 11.

Once the table in Version 5.5 has been repaired and compacted, open the Submittal Software Version 6.0. Select *File|Import|Database*.

The following screen will come up.

**Figure 1: Importing HPMS Data Screen – Version 5.5 to Version 6.0**



Enter the HPMS Database to be imported using the Browse button or by entering the location and database table name, *Hpms5.5.mdb*. The system will query the database table to determine which years are present in the Access table. The years will appear in the *Year(s) to Move* selection box.

The default for *All Years* is selected. If you do not want to import all the years in the database table, uncheck the *All Years* selection. This will turn off All Years and enable the selection box. The desired years to import may now be selected. Once all the years have been selected, click the *Load* button.

This will start the process to load the database tables for each year(s) that you have selected. The data table will be loaded for the HPMS, summaries, summaries donut, summaries travel, summaries urban, certified mileage length, the county codes directory, the urbanized code directory, the user set capacity/climate zones, any saved Decision Support queries, Security Groups, Security Users and the Submission flags. As each type of data is transferred a screen will appear with the number of records added and the number modified. Click *OK* to change the caption on the screen for the next data being loaded. Once all the data are loaded the screen with the caption "All Loading done!" will appear. Click *OK* to close the process.